

UNITED STATES DEPARTMENT OF THE INTERIOR  
BUREAU OF LAND MANAGEMENT  
Office of Fire and Aviation  
3833 S. Development Avenue  
Boise, Idaho 83705-5354

March 18, 2005

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Instruction Memorandum No. FA IM-2005-015  
Expires: 09/30/2006

To: All Field Offices  
Attn: Fire Management Officers and Wildland Fire Management Information  
(WFMI) System Users

From: Director, Office of Fire and Aviation

Subject: WFMI Upgrade/Migration and New User Log-in Requirements **DD: 05/10/05**

**Program Area:** Information Technology (IT)

**Purpose:** The purpose of this memorandum is to inform all WFMI system – Fire Reporting Module users of new requirements of the upgraded system. It also transmits the form to be used for user account login requests.

**Policy/Action:** All user accounts on the current WFMI system – Fire Reporting Module **will be required** to migrate to the new WFMI system by May 24, 2005. All users are to request a user account login and password to connect to the new WFMI system. To obtain your new user account login and password, complete and return the attached WFMI User Form (Attachment 1) prior to that date, *even if you currently have a login account*. Attachment 2 is the BLM’s “General Rules and Guidelines Governing the Use of Bureau of Land Management Computer Systems” to be used in conjunction with completion of the WFMI User Form.

User accounts that are not accessed for 90 days will be de-activated. To re-activate the account, contact Tina Vorbeck in the National Systems Development Unit (NSDU) at (208) 387-5395. If the account is not accessed for 360 days, the login will be removed from the system. In order to regain access to the WFMI system, the user must complete and resubmit the WFMI User Form.

**Timeframe:** The new WFMI system - Fire Reporting Module will be available for field use as of May 24, 2005. The data migration and system stabilization effort will be initiated on May 10, 2005 for a period of two (2) weeks. During that time, neither the current WFMI system nor the new WFMI system will be operational. **As of May 10, 2005 at 23:15 GMT, the current WFMI system will be locked down and fire occurrence data entry will no longer be accepted or stored on the site until the new production WFMI system is brought on-line on May 24, 2005. The lightning and weather modules on the current WFMI system will be down for a period of two (2) days at the initiation of the data migration process.**

All users wishing to access the new WFMI system for fire occurrence reporting must submit a new WFMI User Form (Attachment 1). Current users of the WFMI system should submit their request forms prior to May 10, 2005.

**Budget Impact:** Minimal.

**Background:** The Bureau of Land Management (BLM) is in the process of migrating historical BIA and NPS fire occurrence data to the WFMI system due to the retirement of the legacy SACS system. The software development group added capabilities and enhancements to the current WFMI BLM fire occurrence reporting system which will be initiated in conjunction with the BIA and NPS data migration effort.

The new system is currently available for testing. Although the new WFMI has incorporated new fields and features, the new look and feel are very similar to the current WFMI system.

**Directives Affected:** None.

**Coordination:** This change has been coordinated with the Bureau of Indian Affairs (BIA), National Park Service (NPS), and the National Systems Development Unit (NSDU) of the Office of Fire & Aviation IT Division.

**Offices with a Union:** Offices with a Union must follow negotiated procedures.

**Contact:** E-mail Greg Jensen at [Greg\\_Jensen@blm.gov](mailto:Greg_Jensen@blm.gov) with questions on user access to WFMI.

Signed by:  
Larry E Hamilton

Authenticated by:  
Pat Lewis  
Supervisory Mgmt. Asst.

2 Attachments

1 – WFMI User Access Request Form (1 p)

2 – General Rules and Guidelines Governing the use of BLM Computer Systems (1 p)

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